



THOMAS L. GARTHWAITE, M.D.
Director and Chief Medical Officer

FRED LEAF
Chief Operating Officer

COUNTY OF LOS ANGELES
DEPARTMENT OF HEALTH SERVICES
313 N. Figueroa, Los Angeles, CA 90012
(213) 240-8101

BOARD OF SUPERVISORS

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June 9, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**AGREEMENT AMENDMENTS WITH EAST LOS ANGELES COLLEGE,
GLENDALE COMMUNITY COLLEGE AND LOS ANGELES VALLEY COLLEGE
FOR MENTORING AND TUTORING PROGRAMS FOR NURSING STUDENTS**
(1st, 3rd, and 5th Districts) (3 Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Director of Health Services, or his designee, to sign Amendment No. 3 to Agreement No. H-210896, substantially similar to Exhibit I, with East Los Angeles College (ELAC) for a Department of Health Services Mentoring and Tutoring Program for nursing students, effective August 1, 2005 through July 31, 2007, for a total maximum County obligation of \$245,000, net County cost.
2. Approve and instruct the Director of Health Services, or his designee, to sign Amendment No. 1 to Agreements No. H-300470 and H-300469, substantially similar to Exhibits II and III, with Glendale Community College (GCC) and Los Angeles Valley College (LAVC), respectively, for Mentoring and Tutoring Programs for nursing students in the northern area of the County, effective July 1, 2005 through June 30, 2007, with a total maximum County obligation of \$183,605 for GCC and \$189,963 for LAVC, net County cost.

PURPOSE/JUSTIFICATION OF THE RECOMMENDED ACTIONS:

The mentoring and tutoring program for nursing students enrolled at ELAC, GCC and LAVC includes clinical support services, lectures in medicine/surgery, mental health, and other subjects outlined in the college Nursing curriculum. The program provides for training in an academic and clinical setting for nursing students. The Program also prepares students to pass the National Council Licensure Exam for Registered Nurses (NCLEX-RN) necessary for successful graduates of ELAC, GCC and LAVC to apply for entry level Clinical and Staff Nurse positions at Department of Health Services' (DHS) facilities.

In approving the recommended actions, the Board will continue to assist DHS in an effort to address nursing shortages in the County system.

FISCAL IMPACT/FINANCING:

The total maximum County obligation for Amendment No. 3 with ELAC is in the amount of \$245,000, of which \$117,000 is allocated for Fiscal Year (FY) 2005-06 and \$128,000 for FY 2006-07. The total maximum County obligation for Amendment No. 1 with GCC is \$183,605 of which \$89,924 is allocated for FY 2005-06 and \$93,681 for FY 2006-07. The total maximum County obligation for Amendment No. 1 with LAVC is \$189,963, of which \$96,130 is allocated for FY 2005-06 and \$93,833 for FY 2006-07. Total Program costs of \$618,568 are net County cost.

Funding is included in the FY 2005-06 Proposed Budget and will be requested in future fiscal years.

FACTS AND PROVISIONAL/LEGAL REQUIREMENTS:

The nation continues to experience a shortage of qualified nurses. The number of available RNs in the workforce consistently falls below the number of nurses needed to adequately staff health care facilities throughout the United States. In California, State law mandates that health care facilities meet certain RN to patient staffing ratios, making the supply and availability of RNs even more problematic.

The Department continues to explore various resources to address the immediate needs of the County. A long term, but necessary solution, is to support local registered nursing schools in an effort to increase the number of available RN candidates in the workforce. Tutoring and Mentoring programs to assist students enrolled in qualified RN programs at local colleges have proven to be a positive influence in increasing the number of RN candidates.

The success rate of these programs has resulted in: 1) a decreased "drop-out" rate among students enrolled in the program; and 2) an increased passing rate for graduate students taking the State NCLEX-RN exam. However, these colleges have no funds to support the cost of mentoring and tutoring programs for their students.

The development and funding of the DHS Mentoring and Tutoring Program is the result of a Board approved conciliation agreement with the U.S. Equal Employment Opportunity Commission (US/EEOC) to address discriminatory practices against Hispanics in recruitment, hiring, and promotions. The agreement with ELAC was approved by the Board on October 19, 1999. Over the years the Board has approved the continuation of the agreement with ELAC and expanded the program Countywide. The EEOC agreement officially ended on November 20, 2002.

On March 5, 2002, the Board instructed DHS to establish a tutoring and mentoring program similar to the ELAC Training Program, in the northern County area in an effort to address overall nursing shortages in the County system. On July 29, 2003 the Board approved two new agreements with GCC and LAVC effective date of Board approval through June 30, 2005.

Amendment No. 3 to Agreement No. H-210896-1 with ELAC will continue nurse recruitment efforts in the East Los Angeles area through July 31, 2007. Approval of Amendments No. 1 with GCC and LAVC will continue to enhance nursing school recruitment in the northern County area through June 30, 2007.

County Counsel has reviewed and approved Exhibits I, II and III as to form.

Attachment A provides additional information.

CONTRACTING PROCESS:

The amendments with ELAC, GCC and LAVC are recommended on a non-competitive, non-exclusive basis. DHS did not advertise these agreements on the Countywide Web Site as an open contracting opportunity. DHS based their decision to contract with these agencies based on locality and Departmental needs.

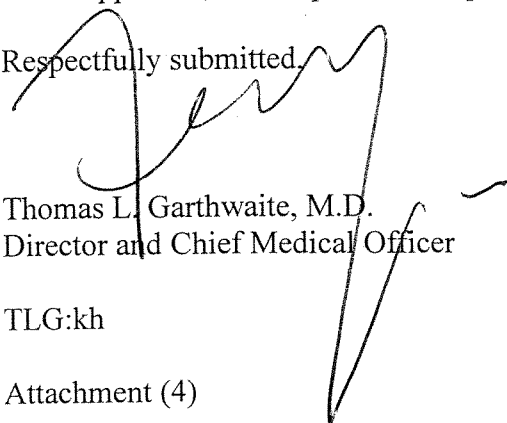
IMPACT ON CURRENT SERVICES (OR PROJECTS):

The Department continues to work with ELAC, GCC, and LAVC to structure Tutoring and Mentoring Programs that meet the needs of the colleges and address the problems of their students. The Department is supporting the efforts of these colleges by providing financial assistance needed to administer successful nursing programs that will generate qualified nursing staff for consideration of employment at County facilities.

The Honorable Board of Supervisors
June 9, 2005
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When approved, this Department requires three signed copies of the Board's action.

Respectfully submitted,



Thomas L. Garthwaite, M.D.
Director and Chief Medical Officer

TLG:kh

Attachment (4)

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

cd3788.kh.wpd

SUMMARY OF AGREEMENTS

1. TYPE OF SERVICES:

The mentoring and tutoring program for nursing students includes clinical support services, lectures in medical/surgical, mental health, and other subjects outlined in the college Nursing curriculum.

2. AGENCY NAMES/CONTACT PERSONS:

East Los Angeles College (ELAC)
1301 Avenida Cesar Chavez
Monterey Park, California 91745-6099
Attention: Lurelean B. Gaines, Nursing
Telephone: (323) 265-8961
Facsimile: (323) 265-8631
e-mail address: www.gaineslb@elac.edu

Glendale Community College (GCC)
1500 North Verdugo Road
Glendale, California 91208
Attention: Dr. Sharon Hall, Associate Dean
Telephone: (818) 551-5270
Facsimile: (818) 551-5271
e-mail address: www.barbara@glendale.edu

Los Angeles Valley College (LAVC)
5800 Fulton Avenue
Valley Glen, California 91401
Attention: Deborah diCesare, Ed.D
Telephone: (818) 778-5522
Facsimile: (818) 947-2620
e-mail address: www.dicesad@lavc.edu

3. TERMS:

Amendment No. 3 with ELAC is for the period of August 1, 2005 through July 31, 2007.
Amendments No. 1 with GCC and LAVC are for the period of July 1, 2005 through June 30, 2007.

4. FINANCIAL INFORMATION:

The total maximum County obligation for Amendment No. 3 with ELAC is in the amount of \$245,000, of which \$117,000 is allocated for Fiscal Year (FY) 2005-06 and \$128,000 for FY 2006-07. The total maximum County obligation for Amendment No. 2 with GCC is \$183,605 of which \$89,924 is allocated for FY 2005-06 and \$93,681 for FY 2006-07. The total maximum County obligation for Amendment No. 2 with LAVC is \$189,963, of which \$96,130 is allocated for FY 2005-06 and \$93,833 for FY 2006-07. Total Program costs of \$618,568 are 100% offset by DHS general funds.

Funding is included in the FY 2005-06 Proposed Budget and will be requested in future fiscal years.

5. PRIMARY GEOGRAPHIC AREAS TO BE SERVED:

Countywide.

6. PROGRAM INFORMATION:

The program will prepare students to pass the National Council Licensure Exam for Registered Nurses and thus, enable ELAC, GCC, and LAVC successful graduates to apply for entry level Clinical and Staff Nurse positions within Los Angeles County health facilities.

7. DESIGNATED ACCOUNTABLE FOR PROJECT MONITORING:

Debi Popkins, Director, Nurse Recruitment Office

8. APPROVALS:

DHS Administration: Fred Leaf, Chief Operating Officer

Human Resources: Kate Edmundson, Acting Personnel Director

Contracts and Grants Division: Cara O'Neill, Chief

County Counsel (approval as to form): Allison Morse, Deputy County Counsel

Contract No. H-210896

**DEPARTMENT OF HEALTH SERVICES TUTORING/MENTORING PROGRAM
EAST LOS ANGELES COLLEGE SCHOOL OF NURSING AGREEMENT**

Amendment No. 3

THIS AMENDMENT is made and entered into this _____ day
of _____, 2005,

by and between

COUNTY OF LOS ANGELES
(hereafter "County"),

and

EAST LOS ANGELES COLLEGE
(hereafter "Contractor").

WHEREAS reference is made to that certain document entitled
"DEPARTMENT OF HEALTH SERVICES TUTORING/MENTORING PROGRAM EAST
LOS ANGELES COLLEGE SCHOOL OF NURSING AGREEMENT", dated October
4, 1999, and further identified as County Agreement No. H-210896,
between the County and EAST LOS ANGELES COLLEGE, INC.

("Contractor") and any Amendments thereto (all hereafter
"Agreement"); and

WHEREAS, it is the intent of the parties hereto to amend
Agreement to extend the term and to make other hereinafter
designated changes; and

WHEREAS, said Agreement provides that changes may be made in
the form of a written amendment which is formally approved and
executed by the parties.

NOW, THEREFORE, the parties hereto agree as follows:

1. This Amendment shall become effective on August 1, 2005

and shall remain in full force and effect to, and including July 31, 2007, subject to County funding.

2. Paragraph 1, TERM AND TERMINATION, subparagraph A shall be revised as follows:

"A. TERM AND TERMINATION: The term of this Agreement shall commence upon Board approval and shall continue in full force and effect, unless sooner canceled or terminated as provided herein, to and including July 31, 2007."

2. Paragraph 4, DESCRIPTION OF SERVICES, shall be revised as follows:

"4. DESCRIPTION OF SERVICES: Contractor shall provide County with tutoring/mentoring/recruitment services as described in Exhibits A, A-1, A-2, and A-3, attached hereto and incorporated herein by reference.

3. Paragraph 5, MAXIMUM OBLIGATION OF COUNTY, shall be revised as follows:

"5. MAXIMUM OBLIGATION OF COUNTY: Effective upon date of Board approval through July 31, 2001, the maximum obligation of County for all services provided hereunder shall not exceed, Two Hundred Forty-Five Thousand Dollars (\$245,000), in accordance with Exhibits B-1 and B-2, attached hereto and incorporated herein by reference."

During the period August 1, 2001 through July 31, 2003, the maximum obligation of County for all services provided hereunder shall not exceed, Two Hundred Forty-Five Thousand Dollars (\$245,000), in accordance with Exhibits B-3 and B-4, attached hereto and incorporated herein by reference."

During the period August 1, 2003 through July 31, 2005, the maximum obligation of County for all services provided hereunder shall not exceed, Two Hundred Forty-Five Thousand Dollars (\$245,000), in accordance with Exhibits B-5 and B-6, attached hereto and incorporated herein by reference."

During the period August 1, 2005 through July 31, 2007, the maximum obligation of County for all services provided hereunder shall not exceed, Two Hundred Forty-Five Thousand Dollars (\$245,000), in accordance with Exhibits B-7 and B-8, attached hereto and incorporated herein by reference."

Program expenditures shall be in accordance with the description of services described in Exhibits A, A-1, A-2, and A-3 for the program costs described in Exhibits B-1, B-2, B-2, B-4, B-5, B-6, B-7, and B-8, attached hereto and incorporated herein by reference.

County reserves the right to adjust the allocation of program funds as described in Exhibits B-7 and B-8 only

upon review and approval of Contractor's written request and justification. In such event, Contractor must submit their request to the Administrator according to the provision set forth in the Agreement under Paragraph 15, NOTICES.

4. Paragraph 6, COMPENSATION, shall be revised as follows:

"6. COMPENSATION: County agrees to compensate Contract for performing services described in this Amendment in two payments. The first payment of One Hundred Seventeen Thousand Dollars (\$117,000) will be made on or about September 1, 2005. The second payment of One Hundred Twenty-Eight Thousand Dollars (\$128,000) will be made on or about September 2, 2006.

5. Paragraph 44, CONTRACTOR RESPONSIBILITY AND DEBARMENT, shall be revised as follows:

"44. CONTRACTOR RESPONSIBILITY AND DEBARMENT:

A. A responsible Contractor is a Contractor who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity and experience to satisfactorily perform the contract. It is the County's policy to conduct business only with responsible contractors.

B. The Contractor is hereby notified that, in accordance with Chapter 2.202 of the County Code, if the County acquires information concerning the performance of

the Contractor on this or other contracts which indicates that the Contractor is not responsible, the County may, in addition to other remedies provided in the contract, debar the Contractor from bidding or proposing on, or being awarded, and/or performing work on County contracts for a specified period of time not to exceed 3 years, and terminate any or all existing contracts the Contractor may have with the County.

C. The County may debar a Contractor if the Board of Supervisors finds, in its discretion, that the Contractor has done any of the following: (1) violated a term of contract with the County or a nonprofit corporation created by the County, (2) committed an act or omission which negatively reflects on the Contractor's quality, fitness or capacity to perform a contract with the County, any other public entity, or a nonprofit corporation created by the County, or engaged in a pattern or practice which negatively reflects on same, (3) committed an act or offense which indicated a lack of business integrity or business honesty, or (4) made or submitted a false claim against the County or any other public entity.

D. If there is evidence that the Contract may be subject to debarment, the Department will notify the Contractor in writing of the evidence which is the basis for the proposed debarment and will advise the Contractor

of the scheduled date for a debarment hearing before the Contractor Hearing Board.

E. The Contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. The Contractor and/or the Contractor's representative shall be given an opportunity to submit evidence at that hearing. After the hearing, the Contractor Hearing Board shall prepare a tentative proposed decision, which shall contain a recommendation regarding whether the contractor shall be debarred, and, if so, the appropriate length of time of the debarment. The Contractor and the Department shall be provided an opportunity to object to the tentative proposed decision prior to its presentation to the Board of Supervisors.

F. After consideration of any objections, or if no objections are submitted, a record of the hearing, the proposed decision and any other recommendation of the Contractor Hearing Board shall be presented to the Board of Supervisors. The Board of Supervisors recommendation of the Hearing Board.

G. These terms shall also apply to [subcontractors/subconsultants] of County Contractors.

6. Paragraph 33, CONTRACTOR'S WARRANTY OF ADHERENCE TO COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM, shall be revised as follows:

"33. CONTRACTOR'S WARRANTY OF ADHERENCE TO COUNTY'S CHILD
SUPPORT COMPLIANCE PROGRAM:

A. Contractor acknowledges that County has established a goal of ensuring that all individuals who benefit financially from County through contract are in compliance with their court-ordered child, family, and spousal support obligations in order to mitigate the economic burden otherwise imposed upon County and its taxpayers.

As required by County's Child Support Compliance Program (County Code Chapter 2.200) and without limiting Contractor's duty under this contract to comply with all applicable provision of law, Contractor warrants that it is now in compliance and shall during the term of this contract maintain in compliance with employment and wage reporting requirements as required by the Federal Social Security Act (42 USC Section 653a) and California Unemployment Insurance Code Section 1088.5, and shall Implement all lawfully served Wage and Earnings Withholding Orders or CSSD Notice of Wage and Earnings Assignment for Child, Family, or Spousal Support, pursuant to Code of Civil Procedure Section 706.031 and Family Code Section 5246(b).

B. TERMINATION FOR BREACH OF WARRANTY TO MAINTAIN
COMPLIANCE WITH COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM:

Failure of Contractor to maintain compliance with the requirements set forth in Paragraph 33 "CONTRACTOR'S WARRANTY OF ADHERENCE TO COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM" shall constitute default under this contract. Without limiting the rights and remedies available to County under any other provision of this contract, failure of Contractor to cure such default within 90 calendar days of written notice shall be grounds upon which County may terminate this contract pursuant to Paragraph 27B, "TERMINATION FOR CONTRACTOR'S DEFAULT" and pursue debarment of Contractor pursuant to County Code Chapter 2.202."

7. Paragraph 10 CONFLICT OF TERMS, shall be revised to read as follows:

"10. CONFLICT OF TERMS: To the extent there exists any conflict between the language of this Agreement and that of any of the exhibit(s) and attachments(s) attached hereto, the language in this Agreement shall govern and prevail, and the remaining exhibit(s) and attachments(s) shall govern and prevail in the following order:

- A. Exhibit A, A-1, A-2, A-3
- B. Exhibits B-1, B-2, B-3, B-4, B-5, B-6, B-7, and B-8.
- C. Attachments I, II, III, IV, V, VI and VII.

8. As of the effective date of August 1, 2005, wherever it appears in this Agreement, the term "Exhibit A-2" shall be replaced by the term "Exhibit A-3", respectfully.

9. As of August 1, 2005, Exhibits A-3, B-7, B-8, shall be added to the Agreement.

10. As of August 1, 2005, Exhibit A-3 and Exhibits B-7 and B-8 shall be supersede and replace Exhibit A-2, and Exhibits B-5 and B-6, respectively.

11. As of August 1, 2005, Attachment VII shall be added to the Agreement.

12. Except for the changes set forth hereinabove, Agreement shall not be changed in any other respect by this Amendment.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Agreement to be subscribed by its

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Director of Health Services, and Contractor has caused this Agreement to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____
Thomas L. Garthwaite, M.D.
Director and Chief Medical Officer

EAST LOS ANGELES COLLEGE, INC.
Contractor

By _____
Signature

Printed Name

Title _____
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL
Raymond G. Fortner
County Counsel

APPROVED AS TO CONTRACT
ADMINISTRATION:

Department of Health Services

By _____
Cara O' Neill, Chief
Contracts and Grants Division

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EXHIBIT A-3

DEPARTMENT OF HEALTH SERVICES TUTORING/MENTORING PROGRAM

DESCRIPTION OF CONTRACTOR SERVICES

1. DESCRIPTION OF SERVICES: The purpose of the Department of Health Services Tutoring/Mentoring Program (hereafter "Program") is to provide East Los Angeles College's (hereafter "ELAC") Nursing Department financial assistance to offer personalized academic and clinical support for nursing students. The Program is designed to improve study skills and enhance the overall learning process. The Program's goal is to assist each student from the ELAC's Nursing Department to seek employment in County health facilities thereafter.

The Program shall provide the following services:

- (1) identify and track students who fit within the criteria of the Program as described in Agreement, paragraph 3, Program eligibility Requirements; (2) provide lectures in medical/surgical nursing, mental health, and other courses as described in the ELAC's School of Nursing Course Modules as well as lectures preparing students to pass the National Council Licensing Exam for Registered Nurses (hereafter "NCLEX-RN"); (3) Provide weekend and/or extra hospital clinicals where students may participate at County health facilities with ELAC instructors in order to strengthen their clinical skills. The minimum number of students in a weekend clinical group shall be three. (4) provide assistance, including evening and weekend hours, consisting of seminars on topics such as assertiveness, communication skills, advocacy, self-esteem building, cultural diversity, and other subjects. In the medical/surgical areas seminar topics will include pharmacology reviews, critical thinking, and documentation/charting. Contractor shall also conduct computation reviews (such as medication calculations) for various nursing courses with a clinical component and conduct pre-nursing preparatory seminars for entering students. (5) provide clinical rotations at County health facilities with Contractor's instructors. (6) participate

with County in the active recruitment of nursing students for permanent and/or part time employment with County upon students' graduation and licensure as registered nurses, to include the distribution of a DHS Employment Information Flyer substantially similar to Exhibit C, attached hereto and incorporated herein, to all DHS Tutoring/Mentoring Program participants at the end of each 8 week quarter, 4-5 week winter intersession, and 4-5 week or more summer sessions of the award year; (7) provide DHS-NRO in writing of special events for possible participation (such as graduation, Pinning Ceremonies, Semester "kick Offs", etc.) and (8) the Contractor will comply with the implementation, monitoring and evaluation instruments provided in Attachment I-VI.

2. PROGRAM STATUS AND EXPENDITURE REPORTS

Contractor agrees to provide quarterly program status reports and quarterly expenditure status reports to the DHS Human Resources-Nurse Recruitment Office (hereafter "DHS HR-NRO") according to the following schedule:

<u>REPORTING PERIOD</u>	<u>DUE DATE</u>
Summer 2005 Break Fall 2005, 1 st Qtr.	8/1/05 – 9/2/05 9/6/05 – 10/29/05 11/14/05
Fall 2005, 2 nd Qtr. 2006 Winter Break	10/31/05 – 12/22/05 1/3/06 – 2/6/06 2/20/06
Spring 2006, 1 st Qtr. 2006 Spring Break	2/9/06 – 4/4/06 4/5/06 – 4/11/06 4/25/06
Spring 2006, 2 nd Qtr. Summer 2006 Break	4/12/06 – 6/4/06 6/5/06 – 6/30/06 7/17/06
Summer 2006 Break Fall 2006, 1 st Qtr.	7/1/06 – 9/2/06 9/5/06 – 10/28/06 11/13/06
Fall 2006, 2 nd Qtr. 2007 Winter Break	10/20/06 – 12/23/06 1/2/07 – 2/6/07 2/20/07
Spring 2007, 1 st Qtr. 2007 Spring Break	2/6/07 – 4/4/07 4/5/07 – 4/11/07 4/25/07

Spring 2007, 2 nd Qtr.	4/12/07 – 6/4/07	
2007 Summer Break	7/1/07 - 6/30/07	7/16/07

Quarterly program status reports shall include, but not necessarily be limited to, the names and number of nursing students by ethnicity enrolled in the Program and the attrition rate for the student population in the ELAC Nursing Department.

Quarterly expenditure status reports shall be based upon monthly financial reports generated internally by County's Financial Division. The quarterly expenditure report shall include, but not limited to, the expenditure categories identified in Exhibits B-1 and B-2, and is to include the name and position title of personnel.

The DHS HR-NRO may request additional report information for inclusion in the above referenced quarterly reports or in additional reports during the Agreement term, and will make a reasonable effort to notify Contractor in advance of each report deadline, if additional information is required

3. PROGRAM EVALUATION

Contractor shall evaluate its Program a minimum of once per quarter/summer for campus lectures and for each for extra clinical using written evaluations of students of Program faculty. The goal is to have 90% of the total student evaluation indicate that the Program activity was of benefit to them. The Nurse Advisor will assess in writing all Program activities scoring below an average of 90% and prepare and implement a plan of corrective action. In addition, the passing rate of nursing students on NCLEX-RN shall be 75% on the first try. The Nurse Advisor shall prepare a written assessment if less than 75% of graduates are not passing NCLEX-RN, per BRN quarterly reports. The assessment shall include a plan of corrective action.

4. PERSONNEL

For purposes of this Agreement, Program staff will perform the following duties:

A. The Nurse Advisor : The Nurse Advisor shall: (1) serve as the Program Coordinator; (2) select and supervise Program faculty and student workers in concurrence with Nursing Department Chairperson; (3) develop, schedule, and implement mini-lectures/workshops/seminars during the school year, including the summer, winter and off sessions; (4) identify and track students who fit within the criteria of the Program; (5) provide learning activities for the ongoing retention of students; (6) document all Program activity including, but not necessarily limited to, the program evaluations referenced in Attachment I-VI below and the quarterly program status reports and quarterly expenditure status reports referenced in Agreement Exhibit A, Paragraph 2; (7) identify pre-nursing students and recommend support courses to encourage success in the overall ADN Program; (8) function as liaison between the Program and ADN faculty; (9) identify and refer students in need of financial assistance and, (10) recruit nursing students for employment upon students' graduation and licensure as registered nurses; (11) document the number of nursing students accepting positions within DHS clinics and hospitals.

B. Faculty Tutors: Faculty Tutor (s) shall meet with smaller subgroups of approximately 3 or more students per tutoring session. The Faculty Tutor shall participate in the mini-lectures/seminars/workshops/academic and or clinical tutoring /mentoring provided by this Program. In addition, sign-in sheets for each tutoring session shall be maintained and shall include: instructor's name, participant names, date, length of session and brief description of content. Copies of the sign-in logs shall be retained by Contractor and made available to DHS HR-NRO upon request.

C. Teaching Assistants: Under the supervision of the Program Coordinator, and Program staff, the teaching assistant will: 1) assist students with the appropriate use of nursing learning laboratory/learning resources. 2) assist students on computer, 3) supervise students when practicing clinical skills, 4) assist the Program staff when necessary.

D. Student Workers: Under the supervision of the Nurse Advisor and Program staff, the student workers will:

1) assist Program staff as needed, 2) manage the distribution of learning resource materials, 3) provide typing/filing as needed, 4) act as peer counselors.

**County of L.A.-Dept. of Health Services
Tutoring/Mentoring Grant Program
From August 1, 2005 to June 30, 2006
Summary of Project Costs**

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Summer 2005 Break Period:

August 1, 2005 to Sept. 2, 2005

Fall 2005 -1st Academic Quarter Period:

September 6, 2005 to October 29, 2005

Personnel	No.of Hrs.	Hrly Rates	EB Rates	Emp.Ben.	Rate+Ben.	Total Salaries	Total Ben.	Total Cost
								Sal. & Ben.
Nursing Advisor (17.5hrs/wk x 8 wks)	140	42.19167	20.40%	8.61	50.80	5,906.83	1,205.00	7,111.84
Faculty Tutors (25hr/wk x 13 wks)	325	53.93000	9.70%	5.23	59.16	17,527.25	1,700.14	19,227.40
Teaching Assistant (4hrs/week x 8 wks)	32	21.94375	0.00%	0.00	21.94	702.20	0.00	702.20
Accounting	6	50.92110	0.00%	0.00	50.92	305.53	0.00	305.54
Office & Clerical OT (8hrs/wk x 13 wks.)	104	26.15620	0.00%	0.00	26.16	2,720.24	0.00	2,720.24
Total - Summer 2005 & Fall 2005 1st Qtr. Session						27,162.06	2,905.15	30,067.22

Fall 2005 2nd Academic Quarter Period:

October 31, 2005 to December 22, 2005

2006 Winter Break

January 3, 2006 to February 6, 2006

Personnel	No.of Hrs.	Hrly Rates	EB Rates	Emp.Ben.	Rate+Ben.	Total Salaries	Total Ben.	Total Cost
								Sal. & Ben.
Nursing Advisor (17.5hrs/wk x 8 wks)	140	42.19167	20.40%	8.61	50.80	5,906.83	1,205.00	7,111.84
Faculty Tutors (25hrs/wk x 13 wks)	325	53.93000	9.70%	5.23	59.16	17,527.25	1,700.14	19,227.40
Teaching Assistant (2hrs/week x 8 wks)	16	21.94375	0.00%	0.00	21.94	351.10	0.00	351.10
Accounting	6	50.92110	0.00%	0.00	50.92	305.53	0.00	305.54
Office & Clerical OT (8hrs/wk x 13 wks.)	104	26.15620	0.00%	0.00	26.16	2,720.24	0.00	2,720.24
Total - Fall 2005 - 2nd Qtr. & Winter 2006 Break Session						26,810.96	2,905.15	29,716.12

County of L.A.-Dept. of Health Services
Tutoring/Mentoring Grant Program
From August 1, 2005 to June 30, 2006
Summary of Project Costs

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Spring 2006 - 1st Academic Quarter Period:

February 9 to April 4, 2006

Personnel	No.of Hrs.	Hrly Rates	EB Rates	Emp.Ben.	Rate+Ben.	Total Salaries	Total Ben.	Total Cost (Sal. & Ben.)
Nursing Advisor (17.5hrs/wk x 8 wks)	140	42.19167	20.40%	8.61	50.80	5,906.83	1,205.00	7,111.84
Faculty Tutors (25hr/wk x 8 wks)	200	53.93000	9.70%	5.23	59.16	10,786.00	1,046.24	11,832.24
Teaching Assistant (2hrs/week x8 wks)	16	21.94375	0.00%	0.00	21.94	351.10	0.00	351.10
Accounting	6	50.92110	0.00%	0.00	50.92	305.53	0.00	305.53
Office & Clerical OT (8hrs/wk x 8 wks.)	64	26.15620	0.00%	0.00	26.16	1,674.00	0.00	1,674.00
Total - Spring 2006 1st. Quarter Session						19,023.46	2,251.25	21,274.70

Spring 2006 - 2nd Academic Quarter Period:
2006 Spring Break

April 12 to June 4, 2006
April 5 to April 11, 2006

Personnel	No.of Hrs.	Hrly Rates	EB Rates	Emp.Ben.	Rate+Ben.	Total Salaries	Total Ben.	Total Cost (Sal. & Ben.)
Nursing Advisor (17.5hrs/wk x 8 wks)	140	42.19167	20.40%	8.61	50.80	5,906.83	1,205.00	7,111.84
Faculty Tutors (25hr/wk x 9 wks)	225	53.93000	9.70%	5.23	59.16	12,134.25	1,177.04	13,311.30
Teaching Assistant (2hrs/week x9 wks)	18	21.94375	0.00%	0.00	21.94	394.99	0.00	394.99
Accounting	6	50.92110	0.00%	0.00	50.92	305.53	0.00	305.55
Office & Clerical OT (8hrs/wk x 9 wks.)	72	26.15620	0.00%	0.00	26.16	1,883.25	0.00	1,883.26
Total - Spring 2006 2nd. Qtr & Spring Break						20,624.84	2,382.05	23,006.93

County of L.A.-Dept. of Health Services
Tutoring/Mentoring Grant Program
From August 1, 2005 to June 30, 2006
Summary of Project Costs

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Summer 2006 Break Period:

June 5 - 30, 2006

Personnel	No.of Hrs.	Hrly Rates	EB Rates	Emp.Ben.	Rate+Ben.	Total Salaries	Total Ben.	Total Cost Sal. & Ben.
Nursing Advisor (10hrs/wk x 4 wks)	40	53.93000	5.45%	2.94	56.87	2,157.27	117.57	2,274.84
Faculty Tutors (25hr/wk x 4 wks)	100	53.93000	5.45%	2.94	56.87	5,393.00	293.92	5,686.92
Teaching Assistant (4hrs/week x4 wks)	16	21.94375	0.00%	0.00	21.94	351.10	0.00	351.10
Accounting	5	50.92110	0.00%	0.00	50.92	254.61	0.00	254.71
Office & Clerical OT (8hrs/wk x 4 wks.)	32	26.15620	0.00%	0.00	26.16	837.00	0.00	837.00
Total - Summer 2006 Break Period						8,992.97	411.49	9,404.55

COST OF CONTRACT PERSONNEL & Employee Benefits - FIRST YEAR

\$113,470.00

COST OF CONTRACT SUPPLIES - FIRST YEAR

3,530.00

TOTAL COST OF CONTRACT - FIRST YEAR 2005-06

\$117,000.00

**County of L.A.-Dept. of Health Services
Tutoring/Mentoring Grant Program
From July 1, 2006 to June 30, 2007
Summary of Project Costs**

4/20/20053:30 PM

Summer 2006 Break Period:

July 1, 2006 to Sept. 2, 2006

Personnel	No.of Hrs.	Hrly Rates	EB Rates	Emp.Ben.	Rate+Ben.	Total Salaries	Total Ben.	Total Cost
								Sal. & Ben.
Nursing Advisor (10hrs/wk x 9 wks)	140	42.19167	5.45%	2.30	44.49	5,906.83	321.93	6,228.77
Faculty Tutors (25hr/wk x 9 wks)	225	53.93000	5.45%	2.94	56.87	12,134.25	661.32	12,795.58
Teaching Assistant (4hrs/week x 9 wks)	36	21.94375	0.00%	0.00	21.94	789.98	0.00	789.98
Accounting	6	50.92110	0.00%	0.00	50.92	305.53	0.00	305.54
Office & Clerical OT (6hrs/wk x 9 wks.)	54	26.15620	0.00%	0.00	26.16	1,412.43	0.00	1,412.43
Total - Summer 2006						20,549.02	983.25	21,532.29

Fall 2006 - 1st Academic Quarter Period:

September 5, 2006 to October 28, 2006

Personnel	No.of Hrs.	Hrly Rates	EB Rates	Emp.Ben.	Rate+Ben.	Total Salaries	Total Ben.	Total Cost
								Sal. & Ben.
Nursing Advisor (17.5hrs/wk x 8 wks)	140	42.19167	20.40%	8.61	50.80	5,906.83	1,205.00	7,111.84
Faculty Tutors (25hr/wk x 8 wks)	200	53.93000	9.70%	5.23	59.16	10,786.00	1,046.24	11,832.25
Teaching Assistant (2hrs/week x 8 wks)	16	21.94375	0.00%	0.00	21.94	351.10	0.00	351.10
Accounting	6	50.92110	0.00%	0.00	50.92	305.53	0.00	305.54
Office & Clerical OT (6hrs/wk x 8 wks.)	48	26.15620	0.00%	0.00	26.16	1,255.50	0.00	1,255.50
Fall 2006 - 1st Qtr Session						18,604.96	2,251.25	20,856.22

County of L.A.-Dept. of Health Services
Tutoring/Mentoring Grant Program
From July 1, 2006 to June 30, 2007
Summary of Project Costs

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Fall 2006 - 2nd Academic Quarter Period:
2007 Winter Break

October 30 ,2006 to December 23, 2006
January 2, 2007 to February 6, 2007

Personnel	No.of Hrs.	Hrly Rates	EB Rates	Emp.Ben.	Rate+Ben.	Total Salaries	Total Ben.	Total Cost
								Sal. & Ben.
Nursing Advisor (17.5hrs/wk x 8 wks)	140	42.19167	20.40%	8.61	50.80	5,906.83	1,205.00	7,111.84
Faculty Tutors (25hr/wk x13 wks)	325	53.93000	9.70%	5.23	59.16	17,527.25	1,700.14	19,227.40
Teaching Assistant (2hrs/week x13 wks)	26	21.94375	0.00%	0.00	21.94	570.54	0.00	570.54
Accounting	6	50.92110	0.00%	0.00	50.92	305.53	0.00	305.54
Office & Clerical OT (6hrs/wk x 13 wks.)	78	26.15620	0.00%	0.00	26.16	2,040.18	0.00	2,040.18
Total - Fall 2006 2nd Qtr. & Winter 2007 - Break Session						26,350.33	2,905.15	29,255.50

County of L.A.-Dept. of Health Services
Tutoring/Mentoring Grant Program
From July 1, 2006 to June 30, 2007
Summary of Project Costs

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Spring 2007 1st Academic Quarter Period:

February 6, 2007 to April 4, 2007

Personnel	No.of Hrs.	Hrly Rates	EB Rates	Emp.Ben.	Rate+Ben.	Total Salaries	Total Ben.	Total Cost (Sal. & Ben.)
Nursing Advisor (17.5hrs/wk x 8 wks)	140	42.19167	20.40%	8.61	50.80	5,906.83	1,205.00	7,111.84
Faculty Tutors (25hr/wk x 8 wks)	200	53.93000	9.70%	5.23	59.16	10,786.00	1,046.24	11,832.24
Teaching Assistant (2hrs/week x8 wks)	16	21.94375	0.00%	0.00	21.94	351.10	0.00	351.10
Accounting	6	50.92110	0.00%	0.00	50.92	305.53	0.00	305.53
Office & Clerical OT (6hrs/wk x 8 wks.)	48	26.15620	0.00%	0.00	26.16	1,255.50	0.00	1,255.50
Total - Spring 2007 1st. Quarter Session						18,604.96	2,251.25	20,856.20

Spring 2007 - 2nd Academic Quarter Period:
2007 Spring Break

April 12 to June 4, 2007
April 5 to April 11, 2007

Personnel	No.of Hrs.	Hrly Rates	EB Rates	Emp.Ben.	Rate+Ben.	Total Salaries	Total Ben.	Total Cost (Sal. & Ben.)
Nursing Advisor (17.5hrs/wk x 8 wks)	140	42.19167	20.40%	8.61	50.80	5,906.83	1,205.00	7,111.84
Faculty Tutors (25hr/wk x 9 wks)	225	53.93000	9.70%	5.23	59.16	12,134.25	1,177.04	13,311.30
Teaching Assistant (2hrs/week x9 wks)	18	21.94375	0.00%	0.00	21.94	394.99	0.00	394.99
Accounting	6	50.92110	0.00%	0.00	50.92	305.53	0.00	305.55
Office & Clerical OT (6hrs/wk x 9 wks.)	54	26.15620	0.00%	0.00	26.16	1,412.43	0.00	1,412.44
Total - Spring 2007 2nd Qtr. & Spring Break						20,154.03	2,382.05	22,536.12

County of L.A.-Dept. of Health Services
Tutoring/Mentoring Grant Program
From July 1, 2006 to June 30, 2007
Summary of Project Costs

2007 Summer Break Period:

June 5 - 30, 2007

Personnel	No.of Hrs.	Hrly Rates	EB Rates	Emp.Ben.	Rate+Ben.	Total Salaries	Total Ben.	Total Cost Sal. & Ben.
Nursing Advisor (10hrs/wk x 4 wks)	40	53.93000	5.45%	2.94	56.87	2,157.27	117.57	2,274.84
Faculty Tutors (25hr/wk x 4 wks)	100	53.93000	5.45%	2.94	56.87	5,393.00	293.92	5,687.30
Teaching Assistant (4hrs/week x 4 wks)	16	21.94375	0.00%	0.00	21.94	351.10	0.00	351.10
Accounting	5	50.92110	0.00%	0.00	50.92	254.61	0.00	254.61
Office & Clerical OT (8hrs/wk x 4 wks.)	32	26.15620	0.00%	0.00	26.16	837.00	0.00	837.00
Total - Summer 2007 Break Period						8,992.97	411.49	9,404.83

COST OF CONTRACT PERSONNEL & Employee Benefits - Second Year 2006-2007 \$124,441.00

COST OF CONTRACT SUPPLIES - Second Year 2006-2007 3,559.00

TOTAL COST OF CONTRACT - Second Year 2006-2007 \$128,000.00

Cost of Contract - First Year 2005-2006	\$117,000.00
Cost of Contract - Second Year 2006-2007	<u>128,000.00</u>
Total Contract	<u><u>\$245,000.00</u></u>

The reason why the cost of the First Year 2005-06 is less than the Second Year 2006-2007 is that :
2005-06 starts August 1, 2005 & ends June 30, 2006, while 2006-07 starts July 1, 2006 & ends June 30, 2007.

Curriculum

Attachment VII

The basic nursing portion of the curriculum is composed of fifteen core courses. Each course begins and ends in eight weeks, and is to be taken sequentially as outlined in the College Catalog and the Basic R.N. Curriculum.

Modules

Within each nursing course, learning is enhanced by the organization of course content into units of instruction, called modules. A module is a self-contained unit of instruction/learning activities (reading, viewing filmstrips, lying of hands in practice lab, etc.) needed to master the objectives. The learning of module objectives may take place in the classroom, clinical setting, practice laboratory or any combination of these, and may vary in length from one week to four weeks. Students are to prepare for the scheduled module objectives prior to lecture and discussion period. Testing comprehension of theory objectives follows each module, and a practicum of selected clinical skills is given at the end of the eight-week course.

Guidelines for Module Use

The modules in the East Los Angeles Nursing Program are designed to help the student learn the theoretical concepts and clinical skills that are basic to the student role as a health care provider. The modules serve as learning tools and guidelines for the student to use throughout the duration of the program. The unique organizing framework of the modules embodies a simple to complex approach in which theoretical concepts are developed and explored; then the student is guided to an understanding of the clinical applications of these concepts and implementation of the nursing process in addressing the physiological, psychosocial, and developmental needs of all patients/clients.

Module Contents

The course outline at the beginning of each modular packet provides the student with an overview of all the information and specific skills contained in the module.

Description of Courses

Course #	Course Name	Course Description
N265	Fundamentals in Nursing	This course introduces fundamental concepts of the nursing profession, including its history, theory, ethical, and legal considerations as well as the program's conceptual framework utilizing the Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental Theory.
N266	Nursing Process & Practice in the Care of the Adult Client I	This beginning medical-surgical nursing course integrates critical thinking skills as it introduces the student to concepts and principles of basic nursing care for clients with alterations in hematological, immunological, oncological and integumentary systems, utilizing the Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental Theory.
N267	Nursing Process & Practice in the care of the Adult Client II	This medical-surgical nursing course provides theoretical and clinical experiences in the care of the adult client with alterations in oxygenation, ventilation, tissue perfusion, metabolic, hormonal regulation and neurosensory utilizing the Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental Theory.
N268	Nursing Process & Practice in the care of clients w/Alterations in Mental Health	This course provides theoretical and clinical experience in the care of clients with alterations in mental health utilizing the Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental Theory.
N269	Nursing Process & Practice in the care of the Adult Client III	This medical-surgical nursing course provides theoretical and clinical experiences in the care of the adult client with alterations in genitourinary, fluid/electrolyte, musculoskeletal, gastrointestinal and hepatobiliary systems utilizing the Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental Theory.
N270	Nursing Process & Practice in the care of Children	This course is designed to prepare the student to provide safe and effective Nursing care to the Pediatric Client utilizing the Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental Theory. Theoretical/clinical concepts include health maintenance and complications emphasizing emotional, psychosocial, cultural and legal aspects.
N271	Nursing Process & Practice in the care of Women and the Newborn	This course is designed to prepare the student to undertake her/his role as in providing safe and effective care to women and the newborn. Emphasis is made on the physiological care and complications including the emotional, psychosocial, cultural, and legal aspects utilizing the Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental Theory. Clinical experience is provided in a variety of community settings.
N272	Nursing Process & Practice in the care of the Adult Client IV	This medical-surgical nursing course provides theoretical and clinical experiences in the care of adult clients with complex medical or surgical alterations and emergency situations utilizing the Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental Theory.

N273	Role Transition Part	This course introduces the role of professional nursing from past to present addressing legal/ethical issues and delivery of care in a multi-cultural society. Emphasis is placed on professional accountability and the ability to demonstrate critical thinking when solving complex client care issues.
N274	Role Transition /Preceptorship	This theory course is taught concurrently with Preceptorship. It offers students the opportunity to explore major factors involved in the transition from the student role to that of the professional registered nurse focusing on effective leadership and management, utilizing the Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental Theory in managing client care. The clinical component is taught concurrently with Role Transition Part II. It is designed to facilitate/ease the transition from generic student and LVN to Registered Nurse. Focus is on allowing the student to perform nursing duties/responsibilities under the supervision of a RN preceptor, utilizing the Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental Theory.
N275A	Pharmacology I	This course introduces basic pharmacological therapy and mathematical computations of drugs to first year nursing students utilizing the Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental Theory.
N275B	Pharmacology II	This course focuses on the nurse's role and responsibilities in the medication administration process. Emphasis is placed on assessment of client's health status, knowledge of various pharmacological agents, expected outcomes and health teaching, utilizing the Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental theory.
N276	Introduction to the Nursing Process	This course introduces Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental Needs and how to develop a nursing care plan.
N277	Health Assessment	This course introduces beginning nursing students to basic physical assessment tools and skills in developing a client's health history and conducting head to toe physical examinations. The Nursing Process, Maslow's Hierarchy of Needs, and Erikson's Developmental Theory will be discussed and utilized to integrate assessment findings.

Basic R.N. Curriculum, Beginning Spring 2005

FIRST SEMESTER

	<u>Units</u>
Nursing 265 Fundamentals of Nursing	4
Nursing 266 Nursing Process & Practice in the Care of the Adult Client I	4
Nursing 275A Pharmacology	11
Nursing 276A Introduction to the Nursing Process	1.5
Nursing 277 Health Assessment	1.5
Physical Education	1

Total: 13

SECOND SEMESTER

	<u>Units</u>
Nursing 267 Nursing Process & Practice in the Care of the Adult Client II	4
Nursing 268 NP & P in the Care of Clients w/Alterations in Mental Health	4
Nursing 273 Role Transition	0.5
Nursing 275B Pharmacology II	1
*Humanities requirement for graduation – see college catalog	3

Total: 12.5

THIRD SEMESTER

	<u>Units</u>
Nursing 269 Nursing Process & Practice in the Care of the Adult Client III	4
Nursing 271 Nursing Process & P in the Care of Women and the Newborn	4
Speech 101 or 111	3
Sociology 1 or 11 or Anthropology 102	3

Total: 14

FOURTH SEMESTER

	<u>Units</u>
Nursing 270 Nursing Process & Practice in the Care of Children	4
Nursing 272 Nursing Process & Practice in the Care of the Adult Client IV	4
Nursing 274 Role Transition/Preceptorship	0.5/2.5
*American Institutions or U.S. History requirement (see college catalog)	3

Total: 14

Note: Satisfactory progression is required in ALL of the above courses.

*See Nursing counselor for recommended courses.

Progression of Courses, Basic RN Curriculum

Core nursing courses are listed sequentially, and must be completed before progressing to the next quarter/semester.

FIRST SEMESTER

1st Quarter

Nursing 265

Nursing 277

Nursing 275A

2nd Quarter

Nursing 266 N265, N277, N275A are prerequisites to Nursing N266, N276

Nursing 276

Physical Education May be taken in any semester prior to graduation.

SECOND SEMESTER Prerequisite: First semester nursing courses must be completed.

1st Quarter

Nursing 267 These courses must be completed before progressing to third semester.

Nursing 273

Nursing 275B

or

2nd Quarter

Nursing 268

Nursing 275B

Nursing 273

Humanities Any course from the graduation list in the area of humanities.

THIRD SEMESTER

Prerequisite: Second semester nursing courses must be completed.

1st Quarter

Nursing 269 Both nursing courses must be completed before progressing to the fourth semester.

2nd Quarter

Nursing 271

Speech 101 or 111

Recommended in this semester.

Sociology 1 or 11

Recommended in this semester.

-or -

Anthropology 102

FOURTH SEMESTER

Prerequisite: Third semester nursing courses must be completed.

1st Quarter

Nursing 270 All three courses must be completed before graduation.

2nd Quarter

Nursing 272

Nursing 274

American Institutions Recommended in this semester. Recommended courses are African American Studies 4, 5 and Chicano Studies 7, 8.

Contract No. H-300470

**DEPARTMENT OF HEALTH SERVICES TUTORING/MENTORING PROGRAM
GLENDALE COMMUNITY COLLEGE SCHOOL OF NURSING AGREEMENT**

Amendment No. 1

THIS AMENDMENT is made and entered into this _____ day
of _____, 2005,

by and between

COUNTY OF LOS ANGELES
(hereafter "County"),

and

GLENDALE COMMUNITY COLLEGE
(hereafter "Contractor" or
"GCC"),

WHEREAS reference is made to that certain document entitled
"DEPARTMENT OF HEALTH SERVICES TUTORING/MENTORING PROGRAM EAST
LOS ANGELES COLLEGE SCHOOL OF NURSING AGREEMENT", dated July 9,
2003, and further identified as County Agreement No. H-300470,
between the County and GLENDALE COMMUNITY COLLEGE, ("Contractor")
and any Amendments thereto (all hereafter "Agreement"); and

WHEREAS, it is the intent of the parties hereto to amend
Agreement to extend the term and to make other hereinafter
designated changes; and

WHEREAS, said Agreement provides that changes may be made in
the form of a written amendment which is formally approved and
executed by the parties.

NOW, THEREFORE, the parties hereto agree as follows:

1. This Amendment shall become effective on July 1, 2005

and shall remain in full force and effect to, and including June 30, 2007, subject to County funding.

2. Paragraph 1, TERM AND TERMINATION, subparagraph A shall be revised as follows:

"A. TERM AND TERMINATION: The term of this Agreement shall commence upon Board approval and shall continue in full force and effect, unless sooner canceled or terminated as provided herein, to and including June 30, 2007."

3. Paragraph 4, DESCRIPTION OF SERVICES, shall be revised as follows:

"4. DESCRIPTION OF SERVICES: Contractor shall provide County with tutoring/mentoring/recruitment services as described in Exhibits A and A-1 attached hereto and incorporated herein by reference.

4. Paragraph 5, MAXIMUM OBLIGATION OF COUNTY, shall be revised as follows:

"5. MAXIMUM OBLIGATION OF COUNTY: Effective upon date of Board approval through June 30, 2005, the maximum obligation of County for all services provided hereunder shall not exceed, One Hundred Eighty-Three Thousand Six Hundred Five Dollars (\$183,605), in accordance with Exhibits B-1 and B-2, attached hereto and incorporated

herein by reference."

During the period July 1, 2005 through June 30, 2007, the maximum obligation of County for all services provided hereunder shall not exceed, One Hundred Eighty-Three Thousand Six Hundred Five Dollars (\$183,605), in accordance with Exhibits B-3 and B-4, attached hereto and incorporated herein by reference."

Program expenditures shall be in accordance with the description of services described in Exhibits A, and A-1, for the program costs described in Exhibits B-1, B-2, B-3, and B-4, attached hereto and incorporated herein by reference.

County reserves the right to adjust the allocation of program funds as described in Exhibits B-3 and B-4 only upon review and approval of Contractor's written request and justification. In such event, Contractor must submit their request to the Administrator according to the provision set forth in the Agreement under Paragraph 15, NOTICES.

5. Paragraph 6, COMPENSATION, shall be revised as follows:

"6. COMPENSATION: County agrees to compensate Contractor for performing services described in this Amendment in two payments. The first payment of Eighty Nine Thousand Nine Hundred and Twenty-Four Dollars (\$89,924) will be made on or about September 1, 2005. The

second payment of Ninety Three Thousand Six Hundred and Eighty-One Dollars (\$93,681) will be made on or about September 2, 2006.

6. Paragraph 33, CONTRACTOR'S WARRANTY OF ADHERENCE TO COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM, shall be revised as follows:

"33. CONTRACTOR'S WARRANTY OF ADHERENCE TO COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM:

A. Contractor acknowledges that County has established a goal of ensuring that all individuals who benefit financially from County through contract are in compliance with their court-ordered child, family, and spousal support obligations in order to mitigate the economic burden otherwise imposed upon County and its taxpayers.

As required by County's Child Support Compliance Program (County Code Chapter 2.200) and without limiting Contractor's duty under this contract to comply with all applicable provision of law, Contractor warrants that it is now in compliance and shall during the term of this contract maintain in compliance with employment and wage reporting requirements as required by the Federal Social Security Act (42 USC Section 653a) and California Unemployment Insurance Code Section 1088.5, and shall Implement all lawfully served Wage and Earnings

Withholding Orders or CSSD Notice of Wage and Earnings Assignment for Child, Family, or Spousal Support, pursuant to Code of Civil Procedure Section 706.031 and Family Code Section 5246(b).

B. TERMINATION FOR BREACH OF WARRANTY TO MAINTAIN COMPLIANCE WITH COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM:

Failure of Contractor to maintain compliance with the requirements set forth in Paragraph 39 "CONTRACTOR'S WARRANTY OF ADHERENCE TO COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM" shall constitute default under this contract. Without limiting the rights and remedies available to County under any other provision of this contract, failure of Contractor to cure such default within 90 calendar days of written notice shall be grounds upon which County may terminate this contract pursuant to Paragraph 27B, "TERMINATION FOR CONTRACTOR'S DEFAULT" and pursue debarment of Contractor pursuant to County Code Chapter 2.202."

7. Paragraph 10 CONFLICT OF TERMS, shall be revised as follows:

"10. CONFLICT OF TERMS: To the extent there exists any conflict between the language of this Agreement and that of any of the exhibit(s) and attachment(s) attached hereto, the following order:

A. Exhibits A, and A-1.

B. Exhibits B-1, B-2, B-3, B-4, C, D, E, and F.

C. Attachments I, II, III, IV, and V.

8. As of the effective date of July 1, 2005, wherever it appears in this Agreement, the term "Exhibit A" shall be replaced by the term "Exhibit A-1", respectfully.

9. As of July 1, 2005, Exhibits A-1, B-3, and B-4 shall be added to the Agreement.

10. As of July 1, 2005, Exhibit A-1 and Exhibits B-3 and B-4 shall supersede and replace Exhibit A, and Exhibits B-1 and B-2, respectively.

11. Except for the changes set forth hereinabove, Agreement shall not be changed in any other respect by this Amendment.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Agreement to be subscribed by its

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Director of Health Services, and Contractor has caused this Agreement to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____
Thomas L. Garthwaite, M.D.
Director and Chief Medical Officer

GLENDALE COMMUNITY COLLEGE
Contractor

By _____
Signature

Printed Name

Title _____
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL
Raymond G. Fortner
County Counsel

APPROVED AS TO CONTRACT
ADMINISTRATION:

Department of Health Services

By _____
Cara O' Neill, Chief
Contracts and Grants Division

AMENDCD3790.KH
kh:6/3/05

EXHIBIT A-I

DEPARTMENT OF HEALTH SERVICES TUTORING/MENTORING PROGRAM

DESCRIPTION OF CONTRACTOR SERVICES

1. DESCRIPTION OF SERVICES: The purpose of the Department of Health Services Tutoring/Mentoring Program (hereafter "Program") is to provide Glendale Community College's (hereafter "GCC") Nursing Department financial assistance to offer personalized academic and clinical support for nursing students. The Program is designed to improve study skills and enhance the overall learning process. The Program's goal is to assist each student from the GCC's Nursing Department to seek employment in County health facilities thereafter.

The Program shall provide the following services: (1) identify and track students who fit within the criteria of the Program as described in Agreement, paragraph 3, Program Eligibility Requirement; (2) provide the lectures in medical/surgical nursing, mental health, and other courses as described in the LAVC's School of Nursing Curriculum as well as lectures preparing students to pass the National Council Licensing Exam for Registered Nurses (hereafter "NCLEX-RN"); (3) provide supportive seminars and/or workshops on topics such as written and oral communication, academic advisement, priority/stress management, study skills, pharmacology reviews, clinical remediation, information competency, math dosage calculations and other subjects; (4) participate with county in the active recruitment of nursing students for permanent and/or part time employment with County upon students' graduation

and licensure as registered nurses, to include the distribution of a DHS Employment Information Flyer substantially similar to Exhibit C, attached hereto and incorporated herein, to all DHS Tutoring/Mentoring Program participants at the end of each quarter, winter, and summer session of the award year; (5) provide DHS-NRO in writing, of special events for possible participation (such as graduation, Pinning Ceremonies, Semester "Kick Offs", etc.) and (6) the Contractor will comply with the implementation, monitoring and evaluation instruments provided in Attachment I-IV.

2. PROGRAM STATUS AND EXPENDITURE REPTS: Contractor agrees to provide program status reports and expenditure status reports to the DHS Human Resources-Nurse Recruitment Office (hereafter "DHS HR-NRO") and the Financial Management and Facilities Support Administration at Contractor's according to the following schedule:

<u>REPORTING PERIOD</u>	<u>DUE DATE</u>
Fall 2005 Semester (September 2005 - December 2005)	1/13/06
Winter 2005 (January 2006 – February 2006)	3/3/06
Spring 2006 (February 2006 – June 2006)	6/30/06
Summer 2006 (June 2006 – August 2006)	8/31/06
Fall 2006 (September 2006- December 2006)	1/12/07
Winter 2007 (January 2007 – February 2007)	3/2/07
Spring 2007 (February 2007 – June 2007)	6/29/07

Program status reports shall include, but not necessarily be limited to, the names and number of nursing students by ethnicity enrolled in the Program and the attrition rate for the student population in the GCC Nursing Department.

Expenditure status reports shall be based upon monthly financial reports generated internally by GCC. The quarterly expenditure report shall include, but not limited to, the expenditure categories identified in Exhibits B.

The DHS HR-NRO may request additional report information for inclusion in the above referenced reports or in additional reports during the Agreement term, and will make a reasonable effort to notify Contractor in advance of each report deadline, if additional information is required.

3. PROGRAM EVALUATION: Contractor shall evaluate its Program a minimum of once per Quarter using written evaluations from students for each Program activity. Students scoring below average will be referred to the Nurse Advisor for assessment and Program assistance. The goal is to have 90% of the total student evaluations indicate that the Program activity was of benefit to them. The Nurse Advisor will assess in writing all Program activities scoring below an average of 90%, prepare, and implement a plan of corrective action.

4. PERSONNEL: For purposes of this Agreement, Program staff will perform the following duties:

A. Nurse Advisor: The Nurse Advisor shall: (1) serve as the Program Coordinator; (2) select and supervise Program faculty and student workers in concurrence with Nursing Department chairperson; (3) develop, schedule,

and implement mini-lectures/workshops/seminars during the school year, including the summer and winter sessions; (4) identify and track students who fit within the criteria of the Program; (5) identify and provide learning activities for the ongoing retention of students; (6) document all Program activity including, but not necessarily limited to, the program evaluation is referenced in Attachment I – IV below and the program status reports and expenditure status reports referenced in Agreement Exhibit A, Paragraph 2; (7) identify pre-nursing students and recommend support courses to encourage success in the overall ADN Program; (8) function as liaison between the Program and ADN faculty; (9) identify and refer students in need of financial assistance, and (10) recruit nursing students for employment upon students' graduation and licensure as registered nurses; (11) document the number of nursing students accepting positions within the DHS clinics and hospitals.

B. Faculty Tutors: Faculty Tutor(s) shall meet with smaller subgroups of approximately 3 or more students per tutoring session. The Faculty Tutor shall participate in the mini-lectures/seminars/workshops academic and/or clinical tutoring/ mentoring provided by this Program. In addition, sign-in sheets for each tutoring session shall be maintained and shall include: instructor's name, participant names, date, length of session, and brief cldescription of content. Copies of the sign-in sheets shall be retained by Contractor and made available to DHS HR-NRO upon request.

C. Student Tutors: Under the supervision of the Program Coordinator, and Program staff, the student tutor will 1) Offer one-to-one and group tutoring, 2)

assist students on computer, 3) assist students to acquire necessary skills to complete their educational goals; and 4) assist the Program staff when necessary.

D. Student Workers: Under the supervision of the Nurse Advisor and program staff, the student worker will 1) assist program staff as needed, 2) manage the distribution of learning resource material; and 3) provide minimal typing and filing of correspondence.

Glendale Community College
Tutor/Mentor Grant Program

ACADEMIC SESSION: FALL SEMESTER (Sept-Dec) 2005

Exhibit B-3

ACADEMIC SESSION: FALL SEMESTER (Sept-Dec) 2003						
Activity	Frequency	Target Group	Total Hours	Cost/Hour	Benefits	Total Cost
Nursing Counseling and Advisement						
Nursing Workshops (Nursing advisor)	6 hours / mo.	Nursing Program Applicants	24	47.00	225.60	1,353.60
Academic Advisement (Nursing advisor)	10 hours / wk.	All Nursing Students	160	47.00	1,504.00	9,024.00
Priority/Stress Management (Crisis counselors)	4 hours / mo.		12	47.00	112.80	676.80
Counseling Sub-Total			196			11,054.40
Study Skills Workshops (Faculty learning specialist)	1 hour / wk.	First Semester Nursing Students	16	47.00	150.40	902.40
Study Skills Delivery Sub-Total			16			902.40
Tutoring for Workplace Communication Skills						
Accent reduction	10 hours / sem.	All Nursing Students	10	47.00	90.00	540.00
Faculty tutors(English/writing faculty)	3 hours / sem.		48	47.00	432.00	2,592.00
Student tutors (writing)	3 hours / wk.		48	10.00	none	480.00
Information Competency	4 hours / sem.		4	47.00	36.00	216.00
Helping nursing faculty remediate student writing (workshop/inservice)	8 hours / sem.	Nursing Faculty	8	47.00	75.20	451.20
Communication Skill Sub-Total			118			4,279.20
Nursing Lab						
Staff to keep open	20 hours / wk.	All Nursing Students	320	21.87	1,399.68	8,398.08
Faculty (course content)	6 hours / mo.		24	45.00	216.00	1,296.00
Student tutors (nursing content)	2.5 hours / wk.		40	10.00	none	400.00
Supplies/Equipment - Nursing Skills Practice	Per Semester		---	---		350.00
Nursing Skills Lab Sub-Total			384			10,444.08
Content/Achievement and Remediation Testing						
entering generic students (24)	---	New Nursing Students	N/A	244.00@	N/A	5,856.00
entering CSULA students (10)	---			148.00@		1,480.00
entering LVN-RN students (12)	---			126.00@		1,512.00
2 nd level achievement/tutoring (30)	---			189.00@		5,670.00
3 rd level achievement/tutoring (24)	---	Continuing Students		126.00@		3,024.00
4 th level NCLEX-RN preparation (32)	---	Graduating Students		63.00@		2,016.00
Remediation/Testing Sub-Total						19,558.00
FALL 2005 SEMESTER TOTAL			714			46,238.08

Glendale Community College
Tutor/Mentor Grant Program

ACADEMIC SESSION: WINTER INTERSESSION (Jan-Feb) 2006

Exhibit B-3

Activity	Frequency	Target Group	Total Hours	Cost/Hour	Benefits	Total Cost
Nursing Counseling and Advisement						
Nursing Workshops (Nursing advisor)	1 hour / wk.	Nursing Program Applicants	6	47.00	56.40	338.40
Academic Advisement (Nursing advisor)	10 hours / wk.	All Nursing Students	60	47.00	564.00	3,384.00
<i>Counseling Sub-Total</i>			66			3,722.40
Tutoring for Pharmacology						
Student tutors (dosage calculation)	3 hours / wk.	New Generic Students	18	10.00	none	180.00
Faculty (Pharmacology content)	4.5 hours / wk.	LVN-RN Students	27	45.00	243.00	1,458.00
<i>Communication Skill Sub-Total</i>			45			1,638.00
Nursing Lab						
Staff to keep open/Supervise/Assist/Tutor	10 hours / wk.	All Nursing Students	60	21.87	262.44	1,574.64
<i>Nursing Skills Lab Sub-Total</i>			60			1,574.64
WINTER INTERSESSION 2006 SEMESTER TOTAL			171			6,935.04

Glendale Community College
Tutor/Mentor Grant Program

Exhibit B-3

ACADEMIC SESSION: SPRING SEMESTER (Feb - June) 2006

Activity	Frequency	Target Group	Total Hours	Cost/Hour	Benefits	Total Cost
Nursing Counseling and Advisement						
Nursing Workshops (Nursing advisor)	6 hours / mo.	Nursing Program Applicants	24	47.00	225.60	1,353.60
Academic Advisement (Nursing advisor)	10 hours / wk.	All Nursing Students	160	47.00	1,504.00	9,024.00
Priority/Stress Management (Crisis counselors)	4 hours / mo.		12	47.00	112.80	676.80
Counseling Sub-Total			196			11,054.40
Study Skills Workshops (Faculty learning specialist)	1 hour / wk.	First Semester Nursing Students	16	47.00	150.40	902.40
Study Skills Delivery Sub-Total			16			902.40
Tutoring for Workplace Communication Skills						
Accent reduction	10 hours / sem.		10	45.00	90.00	540.00
Faculty tutors(English/writing faculty)	3 hours / sem.	All Nursing Students	48	45.00	432.00	2,592.00
Student tutors (writing)	3 hours / wk.		48	10.00	none	480.00
Information Competency	4 hours / sem.		4	45.00	36.00	216.00
Helping nursing faculty remediate student writing (workshop/inservice)	4 hours / sem.	Nursing Faculty	4	47.00	37.60	225.60
Communication Skill Sub-Total			114			4,053.60
Nursing Lab						
Staff to keep open	20 hours / wk.		320	21.87	1,399.68	8,398.08
Faculty (course content)	6 hours / mo.	All Nursing Students	24	45.00	216.00	1,296.00
Student tutors (nursing content)	2.5 hours / wk.		40	10.00	none	400.00
Supplies/Equipment-Nursing Skills Practice	Per Semester		---	---		350.00
Nursing Skills Lab Sub-Total			384			10,444.08
Content/Achievement and Remediation Testing						
new generic students /w weekend-evening (36)	---	New Nursing Students	N/A	244.00@	N/A	8,784.00
entering LVN-RN students (12)	---			126.00@		1,512.00
Remediation/Testing Sub-Total						10,296.00
SPRING 2006 SEMESTER TOTAL			710			36,750.48
TOTAL (September 2005 – June 2006)			1595		Rounded Up	89,924.00

Glendale Community College
Tutor/Mentor Grant Program

ACADEMIC SESSION: SUMMER (July-August) 2006

Exhibit B-4

Activity	Frequency	Target Group	Total Hours	Cost/Hour	Benefits	Total Cost
Nursing Counseling and Advisement						
Nursing Workshops (Nursing advisor)	1 hour / wk.	Nursing Program Applicants	6	50.19	60.22	361.36
Academic Advisement (Nursing advisor)	10 hours / wk.	All Nursing Students	60	50.19	602.28	3,613.68
Counseling Sub-Total			66			3,975.04
Tutoring for Pharmacology						
Student tutors (dosage calculation)	3 hours / wk.	New Generic Students	18	11.00	none	198.00
Faculty (Pharmacology content)	4.5 hours / wk.	LVN-RN Students	27	50.19	271.26	1,626.56
Communication Skill Sub-Total			45			1,824.56
Tutoring for Clinical Retention						
Summer Clinical Remediation Program (faculty-supervised)	24 hours / wk.	Continuing Nursing Students Needing Clinical Remediation	96	50.19	963.64	5,781.88
Clinical Tutoring Sub-total			96			5,781.88
Nursing Lab						
Staff to keep open/Supervise/Assist/Tutor	10 hours / wk.	All Nursing Students	60	24.00	288.00	1,728.00
Nursing Skills Lab Sub-Total			60			1,728.00
SUMMER SESSION 2006 SEMESTER TOTAL			267			13,309.48

Exhibit B-4

ACADEMIC SESSION: FALL SEMESTER (Sept – Dec) 2006

Activity	Frequency	Target Group	Total Hours	Cost/Hour	Benefits	Total Cost
Nursing Counseling and Advisement						
Nursing Workshops (Nursing advisor)	6 hours / mo.	Nursing Program Applicants	24	49.00	235.20	1,411.20
Academic Advisement (Nursing advisor)	10 hours / wk.	All Nursing Students	160	49.00	1,568.00	9,408.00
Priority/Stress Management (Crisis counselors)	4 hours / mo.		12	49.00	117.60	705.60
Counseling Sub-Total			196			11,524.80
Study Skills Workshops (Faculty learning specialist)	1 hour / wk.	First Semester Nursing Students	16	49.00	156.80	940.80
Study Skills Delivery Sub-Total			16			940.80
Tutoring for Workplace Communication Skills						
Accent reduction	10 hours / sem.		10	47.00	94.00	564.00
Faculty tutors(English/writing faculty)	3 hours / sem.	All Nursing Students	48	47.00	451.20	2,707.20
Student tutors (writing)	3 hours / wk.		48	11.00	none	528.00
Information Competency	4 hours / sem.		4	47.00	37.60	225.60
Helping nursing faculty remediate student writing (workshop/in-service)	2 hours / sem.	Nursing Faculty	2	49.00	19.60	117.60
Communication Skill Sub-Total			112			4,142.40
Nursing Lab						
Staff to keep open	20 hours / wk.		320	24.00	1,536.00	9,216.00
Faculty (course content)	6 hours / mo.	All Nursing Students	24	47.00	225.60	1,353.60
Student tutors (nursing content)	2.5 hours / wk.		40	11.00	none	440.00
Supplies/Equipment-Nursing Skills Practice	Per Semester		---	---		350.00
Nursing Skills Lab Sub-Total			384			11,359.60
Content/Achievement and Remediation Testing						
new generic students (24)	---			244.00@		5,856.00
Entering CSULA students (10)	---	New Nursing Students	N/A	148.00@	N/A	1,480.00
entering LVN-RN students (12)	---			126.00@		1,512.00
Remediation/Testing Sub-Total						8,848.00
FALL 2006 SEMESTER TOTAL			708			36,815.20

Glendale Community College
Tutor/Mentor Grant Program

ACADEMIC SESSION: WINTER INTERSESSION (Jan - Feb) 2007

Exhibit B-4

Activity	Frequency	Target Group	Total Hours	Cost/Hour	Benefits	Total Cost
Nursing Counseling and Advisement						
Nursing Workshops (Nursing advisor)	1 hour / wk.	Nursing Program Applicants	6	49.00	58.80	352.80
Academic Advisement (Nursing advisor)	10 hours / wk.	All Nursing Students	60	49.00	588.00	3,528.00
Counseling Sub-Total			66			3,880.80
Tutoring for Pharmacology						
Student tutors (dosage calculation)	3 hours / wk.	New Generic Students	18	11.00	none	198.00
Faculty (Pharmacology content)	4.5 hours / wk.	LVN-RN Students	27	47.00	243.00	1,522.80
Communication Skill Sub-Total			45			1,720.00
Nursing Lab						
Staff to keep open/Supervise/Assist/Tutor	10 hours / wk.	All Nursing Students	60	24.00	288.00	1,574.64
Nursing Skills Lab Sub-Total			60			1,574.64
WINTER INTERSESSION 2007 SEMESTER TOTAL			171			7,175.44

Glendale Community College
Tutor/Mentor Grant Program

ACADEMIC SESSION: SPRING SEMESTER (Feb – June) 2007

Exhibit B-4

Activity	Frequency	Target Group	Total Hours	Cost/Hour	Benefits	Total Cost
Nursing Counseling and Advisement						
Nursing Workshops (Nursing advisor)	6 hours / mo.	Nursing Program Applicants	24	49.00	235.20	1,411.20
Academic Advisement (Nursing advisor)	10 hours / wk.	All Nursing Students	160	49.00	1,568.00	9,408.00
Priority/Stress Management (Crisis counselors)	4 hours / mo.		12	49.00	117.60	705.60
Counseling Sub-Total			196			11,524.80
Study Skills Workshops (Faculty learning specialist)	1 hour / wk.	First Semester Nursing Students	16	47.00	156.80	940.80
Study Skills Delivery Sub-Total			16			940.80
Tutoring for Workplace Communication Skills						
Accent reduction	10 hours / sem.	All Nursing Students	10	47.00	94.00	564.00
Faculty tutors(English/writing faculty)	3 hours / sem.		48	47.00	451.20	2,707.20
Student tutors (writing)	3 hours / wk.		48	11.00	none	528.00
Information Competency	4 hours / sem.		4	47.00	37.60	225.60
Helping nursing faculty remediate student writing (workshop/inservice)	4 hours / sem.	Nursing Faculty	4	47.00	39.20	235.20
Communication Skill Sub-Total			114			4,260.00
Nursing Lab						
Staff to keep open	20 hours / wk.	All Nursing Students	320	24.00	1,536.00	9,216.00
Faculty (course content)	6 hours / mo.		24	47.00	225.60	1,353.60
Student tutors (nursing content)	2.5 hours / wk.		40	11.00	none	440.00
Supplies/Equipment-Nursing Skills Practice	Per Semester		---	---		350.00
Nursing Skills Lab Sub-Total			384			11,358.60
Content/Achievement and Remediation Testing						
new generic students /w weekend-evening (36)	---	New Nursing Students	N/A	244.00@	N/A	8,784.00
entering LVN-RN students (12)	---			126.00@		1,512.00
Remediation/Testing Sub-Total						10,296.00
SPRING 2007 SEMESTER TOTAL			710		Rounded Up	36,381.20
TOTAL (July 2006 – June 2007)						93,681.00

Glendale Community College
Tutor/Mentor Grant Program

Academic Year	Session	Session Total Cost	Staffing Cost	Staff Hours	Average Cost Staff / Hour	Equipment/Testing Costs	Total Cost per Academic Year
2005 – 2006	FALL	46,238.08	26,330.08	714	36.88	19,908.00	89,924.00
	WINTER INTERSESSION	6,935.04	6,935.04	171	40.56	---	
	SPRING	36,750.48	26,104.48	710	36.77	10,646.00	
2006 - 2007	SUMMER	13,309.48	13,309.48,	267	49.84	---	93,681.00
	FALL	36,815.20	27,617.20	708	39.01	9,198.00	
	WINTER INTERSESSION	7,175.44	7,175.44	171	41.96	---	
	SPRING	36,381.20	25,735.20	710	36.25	10,646.00	

Contract No. H-300469

**DEPARTMENT OF HEALTH SERVICES TUTORING/MENTORING PROGRAM
LOS ANGELES VALLEY COLLEGE SCHOOL OF NURSING AGREEMENT**

Amendment No. 1

THIS AMENDMENT is made and entered into this _____ day
of _____, 2005,

by and between

COUNTY OF LOS ANGELES
(hereafter "County"),

and

LOS ANGELES VALLEY COLLEGE
(hereafter "Contractor" or
"LAVC"),

WHEREAS reference is made to that certain document entitled
"DEPARTMENT OF HEALTH SERVICES TUTORING/MENTORING PROGRAM EAST
LOS ANGELES COLLEGE SCHOOL OF NURSING AGREEMENT", dated July 9,
2003, and further identified as County Agreement No. H-300469,
between the County and LOS ANGELES VALLEY COLLEGE, ("Contractor")
and any Amendments thereto (all hereafter "Agreement"); and

WHEREAS, it is the intent of the parties hereto to amend
Agreement to extend the term and to make other hereinafter
designated changes; and

WHEREAS, said Agreement provides that changes may be made in
the form of a written amendment which is formally approved and
executed by the parties.

NOW, THEREFORE, the parties hereto agree as follows:

1. This Amendment shall become effective on July 1, 2005 and shall remain in full force and effect to, and including June 30, 2007, subject to County funding.
2. Paragraph 1, TERM AND TERMINATION, subparagraph A shall be revised as follows:
 - "A. TERM AND TERMINATION: The term of this Agreement shall commence upon Board approval and shall continue in full force and effect, unless sooner canceled or terminated as provided herein, to and including June 30, 2007."
3. Paragraph 4, DESCRIPTION OF SERVICES, shall be revised as follows:
 - "4. DESCRIPTION OF SERVICES: Contractor shall provide County with tutoring/mentoring/recruitment services as described in Exhibits A and A-1 attached hereto and incorporated herein by reference.
4. Paragraph 5, MAXIMUM OBLIGATION OF COUNTY, shall be revised as follows:
 - "5. MAXIMUM OBLIGATION OF COUNTY: Effective upon date of Board approval through June 30, 2005, the maximum obligation of County for all services provided hereunder shall not exceed, One Hundred Eighty-Nine Thousand Nine Hundred Sixty-Three Dollars (\$189,963), in accordance with Exhibits B-1 and B-2, attached hereto and incorporated herein by reference."

During the period July 1, 2005 through June 30, 2007, the maximum obligation of County for all services provided hereunder shall not exceed, One Hundred Eighty-Nine Thousand Six Hundred Nine Sixty-Three Dollars (\$189,963), in accordance with Exhibits B-3 and B-4, attached hereto and incorporated herein by reference."

Program expenditures shall be in accordance with the description of services described in Exhibits A, and A-1, for the program costs described in Exhibits B-1, B-2, B-3, and B-4, attached hereto and incorporated herein by reference.

County reserves the right to adjust the allocation of program funds as described in Exhibits B-3 and B-4 only upon review and approval of Contractor's written request and justification. In such event, Contractor must submit their request to the Administrator according to the provision set forth in the Agreement under Paragraph 15, NOTICES.

5. Paragraph 6, COMPENSATION, shall be revised as follows:

"6. COMPENSATION: County agrees to compensate Contract for performing services described in this Amendment in two payments. The first payment of Ninety Six Thousand One Hundred and Thirty Dollars (\$96,130) will be made on or about September 1, 2005. The second payment of Ninety Three Thousand Eight Hundred and Thirty-Three

Dollars (\$93,833) will be made on or about September 2, 2006.

6. Paragraph 33, CONTRACTOR'S WARRANTY OF ADHERENCE TO COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM, shall be revised as follows:

"33. CONTRACTOR'S WARRANTY OF ADHERENCE TO COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM:

A. Contractor acknowledges that County has established a goal of ensuring that all individuals who benefit financially from County through contract are in compliance with their court-ordered child, family, and spousal support obligations in order to mitigate the economic burden otherwise imposed upon County and its taxpayers.

As required by County's Child Support Compliance Program (County Code Chapter 2.200) and without limiting Contractor's duty under this contract to comply with all applicable provision of law, Contractor warrants that it is now in compliance and shall during the term of this contract maintain in compliance with employment and wage reporting requirements as required by the Federal Social Security Act (42 USC Section 653a) and California Unemployment Insurance Code Section 1088.5, and shall Implement all lawfully served Wage and Earnings Withholding Orders or CSSD Notice of Wage and Earnings

Assignment for Child, Family, or Spousal Support,
pursuant to Code of Civil Procedure Section 706.031 and
Family Code Section 5246(b).

B. TERMINATION FOR BREACH OF WARRANTY TO MAINTAIN
COMPLIANCE WITH COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM:

Failure of Contractor to maintain compliance with the
requirements set forth in Paragraph 39 "CONTRACTOR'S
WARRANTY OF ADHERENCE TO COUNTY'S CHILD SUPPORT COMPLIANCE
PROGRAM" shall constitute default under this contract.
Without limiting the rights and remedies available to
County under any other provision of this contract,
failure of Contractor to cure such default within 90
calendar days of written notice shall be grounds upon
which County may terminate this contract pursuant to
Paragraph 27B, "TERMINATION FOR CONTRACTOR'S DEFAULT" and
pursue debarment of Contractor pursuant to County Code
Chapter 2.202."

7. Paragraph 10 CONFLICT OF TERMS, shall be revised as
follows:

"10. CONFLICT OF TERMS: To the extent there exists any conflict
between the language of this Agreement and that of any of the
exhibit(s) and attachment(s) attached hereto, the following
order:

A. Exhibits A, and A-1.

B. Exhibits B-1, B-2, B-3, B-4, C, D, E, and F.

C. Attachments I, II, III, IV, V and V-I.

8. As of the effective date of July 1, 2005, wherever it appears in this Agreement, the term "Exhibit A" shall be replaced by the term "Exhibit A-1", respectfully.

9. As of July 1, 2005, Exhibits A-1, B-3, B-4, and Attachment V-I shall be added to the Agreement.

10. As of July 1, 2005, Exhibit A-1 and Exhibits B-3 and B-4 shall supersede and replace Exhibit A, and Exhibits B-1 and B-2, respectively.

11. As of July 1, 2005, Attachment V-I shall supersede and replace Attachment I, respectively.

12. Except for the changes set forth hereinabove, Agreement shall not be changed in any other respect by this Amendment.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Agreement to be subscribed by its

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Director of Health Services, and Contractor has caused this Agreement to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____

Thomas L. Garthwaite, M.D.
Director and Chief Medical Officer

LOS ANGELES VALLEY COLLEGE
Contractor

By _____

Signature

Printed Name

Title _____

(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL
Raymond G. Fortner
County Counsel

APPROVED AS TO CONTRACT
ADMINISTRATION:

Department of Health Services

By _____

Cara O' Neill, Chief
Contracts and Grants Division

AMENDCD3790.KH
kh:6/3/05

EXHIBIT A-1

DEPARTMENT OF HEALTH SERVICES TUTORING/MENTORING PROGRAM

DESCRIPTION OF CONTRACTOR SERVICES

1. DESCRIPTION OF SERVICES: The purpose of the Department of health Services Tutoring/Mentoring Program (hereafter "Program") is to provide Los Angeles Valley College's (hereafter "LAVC") Nursing Department financial assistance to offer personalized academic and clinical support for nursing students. The Program is designed to improve study skills and enhance the overall learning process. The Program's goal is to assist each student from the LAVC's Nursing Department to seek employment in County health facilities thereafter.

The Program shall provide the following services: (1) identify and track students who fit within the criteria of the Program as described in Agreement, paragraph 3, Program Eligibility Requirement; (2) provide the lectures in medical/surgical nursing, mental health, and other courses as described in the LAVC's School of Nursing Curriculum as well as lectures preparing students to pass the National Council Licensing Exam for Registered Nurses (hereafter "NCLEX-RN"); (3) provide seminars and/or workshops on topics such as writing and study skills, test taking techniques, time management, care planning, pharmacology, math dosage calculations and other subjects; (4) participate with county in the active recruitment of nursing students for permanent and/or part time employment with County upon students' graduation and licensure as registered nurses, to include the distribution of a DHS Employment Information

Flyer substantially similar to Exhibit C, attached hereto and incorporated herein, to all DHS Tutoring/Mentoring Program participants at the end of each quarter, winter, and summer session of the award year; (5) provide DHS-NRO in writing, of special events for possible participation (such as graduation, Pinning Ceremonies, Semester "Kick Offs", etc.) and (6) the Contractor will comply with the implementation, monitoring and evaluation instruments provided in Attachment I-IV.

2. PROGRAM STATUS AND EXPENDITURE REPROTS: Contractor agrees to provide program status reports and expenditure status reports to the DHS Human Resources-Nurse Recruitment Office (hereafter "DHS HR-NRO") and the Financial Management and Facilities Support Administration at Contractor's according to the following schedule:

<u>REPORTING PERIOD</u>	<u>DUE DATE</u>
Fall 2005 Semester (August 2005 - December 2005)	2/15/06
Winter Break 2005/2006 (December 2005 – January 2006)	2/15/06
Spring 2006 Semester (January 2006 – May 2006)	6/15/06
Summer 2006 Session (June 2006 – August 2006)	9/15/06
Fall 2006 Semester (August 2006- December 2006)	2/15/07
Winter Break 2006/2007 (December 2006 – January 2007)	2/15/07
Spring 2007 Semester (January 2007 – May 2007)	6/15/07
Summer 2007 Session (June 2006 – August 2007)	9/17/07

Program status reports shall include, but not necessarily be limited to, the names and number of nursing students by ethnicity enrolled in the Program and the attrition rate for the student population in the LAVC Nursing Department.

Expenditure status reports shall be based upon monthly financial reports generated internally by LAVC. The quarterly expenditure report shall include, but not limited to, the expenditure categories identified in Exhibits B.

The DHS HR-NRO may request additional report information for inclusion in the above referenced reports or in additional reports during the Agreement term, and will make a reasonable effort to notify Contractor in advance of each report deadline, if additional information is required.

3. PROGRAM EVALUATION: Contractor shall evaluate its Program a minimum of once per Quarter using written evaluations from students for each Program activity. Students scoring below average will be referred to the Nurse Advisor for assessment and Program assistance. The goal is to have 90% of the total student evaluations indicate that the Program activity was of benefit to them. The Nurse Advisor will assess in writing all Program activities scoring below an average of 90%, prepare, and implement a plan of corrective action.

4. PERSONNEL: For purposes of this Agreement, Program staff will perform the following duties:

A. Nurse Advisor: The Nurse Advisor shall: (1) serve as the Program Coordinator; (2) select and supervise Program faculty and student workers in concurrence with Nursing Department chairperson; (3) develop, schedule,

and implement mini-lectures/workshops/seminars during the school year, including the summer and winter sessions; (4) identify and track students who fit within the criteria of the Program; (5) identify and provide learning activities for the ongoing retention of students; (6) document all Program activity including, but not necessarily limited to, the program evaluation is referenced in Attachment I – IV below and the program status reports and expenditure status reports referenced in Agreement Exhibit A, Paragraph 2; (7) identify pre-nursing students and recommend support courses to encourage success in the overall ADN Program; (8) function as liaison between the Program and ADN faculty; (9) identify and refer students in need of financial assistance, and (10) recruit nursing students for employment upon students' graduation and licensure as registered nurses; (11) document the number of nursing students accepting positions within the DHS clinics and hospitals.

B. Faculty Tutors: Faculty Tutor(s) shall meet with smaller subgroups of approximately 3 or more students per tutoring session. The Faculty Tutor shall participate in the mini-lectures/seminars/workshops academic and/or clinical tutoring/ mentoring provided by this Program. In addition, sign-in sheets for each tutoring session shall be maintained and shall include: instructor's name, participant names, date, length of session, and brief c\description of content. Copies of the sign-in sheets shall be retained by Contractor and made available to DHS HR-NRO upon request.

C. Student Tutors: Under the supervision of the Program Coordinator, and Program staff, the student tutor will 1) Offer one-to-one and group tutoring, 2)

assist students on computer, 3) assist students to acquire necessary skills to complete their educational goals; and 4) assist the Program staff when necessary.

D. Student Workers: Under the supervision of the Nurse Advisor and program staff, the student worker will 1) assist program staff as needed, 2) manage the distribution of learning resource material; and 3) provide minimal typing and filing of correspondence.

Los Angeles Valley College
County of Los Angeles-Department of Health Services
Tutor Mentor Grant Program

Fall 2005/ August 15, 2005 to December 16, 2005			
DESCRIPTION	# OF HOURS	HOURLY RATES	COSTS
Nursing Advisor			
10 hours/week X 19 weeks	190	\$60.50	\$11,495.00
Directed Study in Nursing 3			
ATI Test Administration/remediation (NCLEX-RN Prep)	190	Incl. Benefits \$60.50	\$11,495.00
Faculty Instructor		Incl. Benefits	
10 hours/week X 19 weeks			
College Support Services	184	\$9.36	\$1,722.24
Writing Center/Student Tutors		No Benefits	
5 hours/week X 4 weeks X 2 Tutors			
Math Lab/Student Tutors			
4 hours/week x 18 weeks x 2 Tutors			
Learning Skills Workshop/Faculty Instructor	10	\$60.50	\$605.50
total of 10 hours within 9 weeks		Incl. Benefits	
TOTAL 2005 ACADEMIC FALL SEMESTER			\$25,317.74
Winter Intersession 2006/ December 19, 2005 to January 13, 2006			
DESCRIPTION	# OF HOURS	HOURLY RATES	COSTS
Nursing Advisor			
10 hours x 4 weeks	40	\$60.50	\$2,420.00
Directed Study in Nursing 3			
ATI Test Administration/remediation (NCLEX-RN Prep)	40	Include. Benefits \$60.50	\$2,420.00
Faculty Instructor 10hours x 4 weeks		Include. Benefits	
College Support Services	96	\$9.36	\$898.56
Writing Center/Student Tutors		No Benefits	
Learning Center/Student Tutors			
Math Lab/Student Tutors			
8 hours/week X 4 weeks X 3 Tutors			
Learning Skills Workshop/Faculty Instructor	10	\$60.50	\$605.50
total of 10 hours within 4 weeks		Incl. Benefits	
TOTAL 2005/2006 WINTER BREAK			\$6,344.06
Spring 2006 January 16, 2006 to June 5, 2006			
DESCRIPTION	HOURS	HOURLY RATES	COSTS
Nursing Advisor			
10 hours/week X 19 weeks	190	\$60.50	\$11,495.00
		Incl. Benefits	

Los Angeles Valley College
County of Los Angeles-Department of Health Services
Tutor Mentor Grant Program

Directed Study in Nursing 3	190	\$60.50	\$11,495.00
Learning Skills Workshop/Faculty Instructor		Incl. Benefits	
10 hours/week X 19 weeks			
College Support Services	60	\$9.36	\$561.60
Writing Center/Student Tutors		No Benefits	
Learning Center/Student Tutors			
Math Lab/Student Tutors			
4 hours/week X 5 weeks X 3 Tutors			
Learning Skills Workshop/Faculty Instructor	6	\$60.50	\$363.00
6 hours total within 9 weeks		Incl. Benefits	
TOTAL 2006 SPRING SEMESTER			\$23,914.60
2006 Summer/Tentatively June 6, 2006 to August 11, 2006			
DESCRIPTION	# OF HOURS	HOURLY RATES	COSTS
Nursing Advisor	100	\$60.50	\$6,050.00
10 hours/week 10 weeks		include benefits	
Learning Skills Workshop/Faculty Instructor	100	\$60.50	\$6,050.00
10 hours/week 10 weeks			
College Support Services	120	\$9.36	\$1,123.20
Writing Center/Student Tutors			
Learning Center/Student Tutors			
Math Lab/Student Tutors			
4 hours/week X 10 weeks X 3 Tutors			
Learning Skills Workshop/ Faculty Instructor	20	\$60.50	\$1,210.00
2 hours/10 weeks			
TOTAL 2006 SUMMER SEMESTER			\$14,433.20
TOTAL PERSONNEL 2005/2006 FISCAL YEAR			\$70,009.60
FALL 2005/SPRING 2006/NON-PERSONNEL ITEMS			
ITEM		DESCRIPTION	AMOUNT
Instructional Material FALL 2005		Testing & Assessment (\$61/200 students)	\$12,200.00
Supplies		Med Supplies	\$860.20
TOTAL 2005 FALL SEMESTER			\$13,060.20
Instructional Material SPRING 2006		Testing & Assessment (\$61/200 students)	\$12,200.00
Supplies		Med Supplies	\$860.20
TOTAL 2006 SPRING SEMESTER			\$13,060.20
TOTAL 2005/2006 FISCAL YEAR NON-PERSONNEL			\$26,120.40
TOTAL PERSONNEL & NON-PERSONNEL 2005/2006			\$96,130.00

Los Angeles Valley College
County of Los Angeles-Department of Health Services
Tutor Mentor Grant Program

Fall 2006/ August to December 2006			
DESCRIPTION	# OF HOURS	HOURLY RATES	COSTS
Nursing Advisor			
10 hours/week X 19 weeks	190	\$60.50	\$11,495.00
Directed Study in Nursing 3			
ATI Test Administration/remediation (NCLEX-RN Prep)	190	Incl. Benefits \$60.50	\$11,495.00
Faculty Instructor			
10 hours/week X 19 weeks			
College Support Services			
Writing Center/Student Tutors	184	\$9.36 No Benefits	\$898.56
3 hours/week X 4 weeks X 2 Tutors = 24hrs			
Math Lab/Student Tutors			
2 hours/week x 18 weeks x 2 Tutors = 72hrs			
Learning Skills Workshop/Faculty Instructor	10	\$60.50	\$605.50
total of 10 hours within 9 weeks		Incl. Benefits	
TOTAL 2005 ACADEMIC FALL SEMESTER			\$24,494.06
Winter Intersession 2007/ December 19, 2006 to January 13, 2007			
DESCRIPTION	# OF HOURS	HOURLY RATES	COSTS
Nursing Advisor			
10 hours x 4 weeks	40	\$60.50 Include. Benefits	\$2,420.00
Directed Study in Nursing 3			
ATI Test Administration/remediation (NCLEX-RN Prep)	40	\$60.50 Include. Benefits	\$2,420.00
Faculty Instructor 10hours x 4 weeks			
College Support Services	96	\$9.36 No Benefits	\$898.56
Writing Center/Student Tutors			
Learning Center/Student Tutors			
Math Lab/Student Tutors			
8 hours/week X 4 weeks X 3 Tutors			
Learning Skills Workshop/Faculty Instructor	10	\$60.50	\$605.50
total of 10 hours within 4 weeks		Incl. Benefits	
TOTAL 2005/2006 WINTER BREAK			\$6,344.06
Spring 2007 January 16, 2007 to June 5, 2007			
DESCRIPTION	HOURS	HOURLY RATES	COSTS
Nursing Advisor			
10 hours/week X 19 weeks	190	\$60.50 Incl. Benefits	\$11,495.00
Directed Study in Nursing 3	190	\$60.50	\$11,495.00

Los Angeles Valley College
County of Los Angeles-Department of Health Services
Tutor Mentor Grant Program

Learning Skills Workshop/Faculty Instructor		Incl. Benefits	
10 hours/week X 19 weeks			
College Support Services	60	\$9.36	\$561.60
Writing Center/Student Tutors		No Benefits	
Learning Center/Student Tutors			
Math Lab/Student Tutors			
4hours/week X 5 weeks X 3 Tutors			
Learning Skills Workshop/Faculty Instructor	6	\$60.50	\$363.00
6 hours total within 9 weeks		Incl. Benefits	
TOTAL 2007 SPRING SEMESTER			\$23,914.60
2007 Summer/Tentatively June 6, 2007 to August 11, 2007			
DESCRIPTION	# OF HOURS	HOURLY RATES	COSTS
Nursing Advisor	100	\$60.50	\$6,050.00
10 hours/week10 weeks		include benefits	
Learning Skills Workshop/Faculty Instructor	100	\$60.50	\$6,050.00
10 hours/week10 weeks			
College Support Services	120	\$9.36	\$1,123.20
Writing Center/Student Tutors			
Learning Center/Student Tutors			
Math Lab/Student Tutors			
4 hours/week X 10 weeks X 3 Tutors			
Learning Skills Workshop/ Faculty Instructor	20	\$60.50	\$1,210.00
2 hours/10 weeks			
TOTAL 2007 SUMMER SEMESTER			\$14,433.20
TOTAL PERSONNEL 2006/2007 FISCAL YEAR			\$69,185.92
FALL 2006/SPRING 2007/NON-PERSONNEL ITEMS			
ITEM	DESCRIPTION		AMOUNT
Instructional Material FALL 2006	Testing & Assessment (\$61/200 students)		\$12,200.00
Supplies			\$150.00
TOTAL 2005 FALL SEMESTER			\$12,350.00
Instructional Material SPRING 2007	Testing & Assessment (\$61/200 students)		\$12,200.00
Supplies			\$97.08
TOTAL 2006 SPRING SEMESTER			\$12,297.08
TOTAL 2006/2007 FISCAL YEAR NON-PERSONNEL			\$24,647.08
TOTAL PERSONNEL & NON-PERSONNEL 2006/2007			\$93,833.00

Los Angeles Valley College
Department of Health Services
Registered Nursing Curriculum Overview

FIRST SEMESTER-

N709A Nursing Foundations (4.5 Units)

- Prerequisite: As per LACCD guidelines for admission to the RN Program
- Introduction to the nursing process, principles of communication, legal/ethical issues and principles of safety.
- Nursing interventions related to hazards of immobility, nutrition and elimination, medication administration, and basic client care are taught.
- Concurrent clinical experience managing the care of one or two clients is provided
- 9 week course
- Lecture 4.5 hours; Laboratory 13.5 hours per week.

N709B Medical-Surgical Nursing I (4.5 Units)

- Prerequisite: Successful completion of Nursing 709A with a grade of C or better.
- Introduced concepts of mental health, promotion of wellness, cultural influences, and nursing roles.
- Additional nursing interventions of oxygenation, fluid/electrolyte balance, wound healing, asepsis, and pain are taught.
- Concurrent clinical experience managing the care of one or two clients including medication administration is provided.
- 9 week course
- Lecture 4.5 hours; Laboratory 13.5 hours per week.

SECOND SEMESTER-

N710A Reproductive Health and Maternity Nursing (4.5 Units)

- Prerequisite: Successful completion of N709A & B with a grade of C or better.
- Nursing care and management related to the reproductive system and childbearing family. Core concepts include health promotion, health screening, family planning, domestic violence and sexual abuse.
- Concurrent clinical experience managing the care of two or more clients including medication administration and the introduction of intravenous therapy are provided.
- 9 week course offered 2 times per semester in rotation with N710B
- Lecture 5.0 hours; Laboratory 12 hours per week

N710B Medical-Surgical Nursing II (5.0 Units)

- Prerequisite: Successful completion of N709A & B with a grade of C or better.
- Nursing care and management of clients with common cardiovascular, respiratory, gastrointestinal and renal dysfunctions and diabetes mellitus are discussed.
- Clinical experience managing the care of 2 or more clients to include medications and intravenous (IV) line care and maintenance.
- 9 week course offered 2 times per semester in rotation with N710A.

THIRD SEMESTER-

N711A Medical-Surgical Nursing III (4.5 Units)

- Prerequisite: Successful Completion of N710A & B with a grade of C or better.
- Nursing care and management of actual or potential health problems that may alter adult's normal lines of defense such as neoplastic disease, advanced concepts of infection, and musculo-skeletal dysfunction. Increasingly advanced concepts and care of the complicated medical-surgical client.
- Nursing care and management of the pediatric client in the chronic and acute stages of disease and wellness are explored.
- Clinical experience managing the care of 2-3 clients to include medication administration and intravenous line insertion, care and maintenance.
- 9 week course offered 2 times per semester in rotation with N711B.

N711B Psychiatric & Gerontological Nursing (5.0 Units)

- Prerequisite: Successful Completion of N710A & B with a grade of C or better.
- Nursing care and management of the psychiatric and geriatric client are discussed. Content includes theories of aging and age related changes and responses of the client in illness and wellness states. Mental illness, to include pathology, influence of demographics and societal attitudes are examined.
- Clinical experience managing the care of 2-3 clients as well as outpatient observations.
- 9 week course offered 2 times per semester in rotation with N711A.

FOURTH SEMESTER-

N712A Medical-Surgical Nursing IV (5.0 Units)

- Prerequisite: Successful Completion of N711A & B with a grade of C or better.
- Nursing care and management of acutely-ill and highly complex Medical-Surgical Clients in the hospital setting.
- Clinical experience managing the care of 3-4 clients as well as observations in areas such as ICU, ER, Home Health and outpatient areas.
- 9 week course offered 1 time per semester, to precede N712B.

N712 B Nursing Management (4.0 Units)

- Prerequisite: Successful Completion of N712A with a grade of C or better
- Designed to prepare the graduating student nurse to transition successfully to the role of Graduate Nurse.
- Course specifically focuses on the RN's role as manager of care, provider of care, and member of the profession with a full complement of clients (4-5).
- Student is paired with an experienced clinical preceptor/mentor for 135 client care hours.
- Additional focus on Nursing Process, Prioritization, Time Management, Delegation, Conflict Resolution and Management Styles are introduced in theory and transferred to clinical practice.